

Date submitted:	3/5/2013 16:35:29		
Full Name	Home Address	Phone Number	E-Mail Address
Thomas Phillips	1414 Aldenham Lane Reston, VA 20190	571-435-7027	thomasa.phillips@yahoo.com
Background			

Skills:

Computer

BST as a CRM tool

Proficient in Microsoft Office

General

Ability to easily interact with senior executives

Excellent knowledge of the Federal Government, primarily Dept. of Defense and USACE

Knowledge of the A/E/C (architect/ engineering / construction) industry

Government Contracting

Strong interpersonal skills

Strong analytical skills

Strong research skills

Excellent time management skills

Strong organizational skills

Ability to work individually or as part of a team

Ability and willingness to travel

Thomas Phillips

1414 Aldenham Lane Reston, VA 20190 (571) 435-7027 ThomasA.Phillips@yahoo.com

Targeting a Position in Management

Bachelor of Science in Finance – May 2011

Bachelor of Science in Entrepreneurship – May 2011

Minor in Marketing – May 2011

High Point University, High Point, NC

Completed my degree in 3 years with a 3.4 GPA

Work Experience

Federal Business Development Analyst September 2011 – Present

STV Inc., Fairfax, VA

Oversee the development of strategic federal business plans

Identify strategic clients and develop strong relationships

Analyze market data to identify new trends/opportunities and develop strategic direction from market information and create presentations

Analysis of Federal Budgets to generate reports that lead track projects in the federal marketplace

Convert high-level strategy into project sets necessary for implementation

Ability to analyze complex data and create reports, spreadsheets, charts and presentations

Facilitate cross-organizational knowledge-sharing forums

Expert knowledge in subject matter and mentor new team members

Interact with key executives in STV and with client companies

Report directly to the VP of Federal Business Development

Business Development Intern June 2010 – September 2011

STV, Inc., Fairfax, VA

Accomplished market research on future projects on competing firms and in the Federal Government

Created a target list of all future projects that fit STV's portfolio, which format is still used

Treasurer December 2009 – December 2010

Lambda Chi Alpha, High Point, NC

•Managed Collection and Billing

Budget formulation that was consistently up-to-date throughout the year

Reconciled all prior debt prior to my arrival and created a savings fund

Club Member January 2010 – May 2011

Floyd T. Craven Investment Club, High Point, NC

Integral member who helped oversee the portfolio and manage the fund

Helped maintain a steady growth for the investment fund

I helped maintain a steady growth for the investment fund

Researched and analyzed stocks that were then presented to the board for their review on the teams recommendation concerning potential picks and current stock in the fund

Affiliations, Volunteer & Community Service

Young Member in DC and NOVA chapters of Society of American Military Engineers (SAME)

Founding Member of National Society of Leadership & Success NSLS

Presidential Leadership Scholarship Award Recipient

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Your thoughts on objectives and goals for the Reston P&Z Committee

I am interested in the future growth and direction of Reston. I have been a resident for 23 years and want to start becoming an active member of Reston and helping shape the direction.

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Please indicate your membership preference Regular (three-year term, full voting rights)

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Would you accept an associate membership in lieu of regular membership? Yes